

Staff Council Meeting Minutes from Wednesday, March 5, 2014

9:00-10:00 a.m. – Plaza Conference Room, Administrative Center



Attendance (18): Amy Brost, Mary Cleveland, Amber Daugherty, Cyndi Ferguson, , Mary Gawron, Carla Heins, Ashley Ismert, Kim Johnson, Karla Martinez, Maya Mapp, Valorie Moore-Porter, Lisa Paschang, Polly Prendergast, Cathy Rawlings, Kevin Sansberry, Lorelei Sells, Sheri Volpe, DeOnna White,

Absent (11):, Selena Albert, Anne Allen, Marlana Dickerson, Terrence McKelvy, Noelle Seufert, DeOnna White, Elgie Garner Antoinette Jackson, Stancia Jenkins, Lyndsey Magrone,, Jessica Trahan

Guests (4): Jacqueline Hawkins, Alicen Lundberg, Lisa Udang, Jennifer Tufts

- **Call to Order** – Kevin Sansberry
- **Presentation of November Meeting Minutes & Treasurer’s Report** – Carla Heins
- **Approval of January Meeting Minutes** (motioned to approve completed)

UMKC Staff Council Elections

- We need several people to assist Karla Martin with elections
- Spread the word in your building regarding the elections
- We have more people leaving staff council this year so nominate as many people as possible
- Deadline is April 11, 2014
- We have a new “Call for Nominations” selection box on the Staff Council web site
- Try to get an election form posted on U Matters
- Steve Pankey will be doing a video to promote Staff Council, after today’s meeting

Student Recruitment Marketing Campaign

- Late cancelation notice... motion to move to General News and Announcements

General News & Announcements

- Chancellor open forum event went well may make an announcement on web site
- Committee Chairs handed out Thank you notices to all of the staff council voting members & active reps.
 - i. Coffee mug, pen, magnet, & lapel pen were included with the note.
 - ii. Committee Chairs were given extra items to give to their members
- Professional Development handed out a schedule of events form for their “Pathway to Success” event on May 20, 2014
- Vital meeting in May regarding UM System and total rewards task force with the VP of HR

**NEXT STAFF COUNCIL MEETING IS ON APRIL 2, 2014
AT THE SCHOOL OF MEDICINE
HUMANITIES CONFERENCE ROOM M4-CZI**

Staff Council Meeting Minutes from Wednesday, April 2, 2014

9:00-10:00 a.m. – School of Medicine-Humanities Conference Room M4-CZI



Attendance (14): Selena Albert, Amy Brost, Mary Cleveland, Amber Daugherty, Elgie Garner, Ashley Ismert, Antoinette Jackson, Maya Mapp, Karla Martinez, Valorie Moore-Porter, Lisa Paschang, Kevin Sansberry, Jessica Trahan, DeOnna White,

Absent (15):, Anne Allen, Marlana Dickerson, Cyndi Ferguson, Terrence McKelvy, DeOnna White, Mary Gawron, Carla Heins, Stancia Jenkins, Kim Johnson, Lyndsey Magrone, Polly Prendergast, Cathy Rawlings, Lorelei Sells, Noelle Seufert, Sheri Volpe

Guests (4): Sandra Smith, Jessie Baker, Jennifer Tufts

- **Call to Order** – Kevin Sansberry
- **Presentation of November Meeting Minutes & Treasurer's Report** – Carla Heins
- **Approval of March Meeting Minutes** (motioned to approve completed)

Student Recruitment Marketing Campaign - Ann Spenner, Vice Chancellor of Marketing and Communications
-Kim West, Manager of Marketing

- UMKC journey to have 20,000 students by 2020
- Main goal is to target the 17 to 20 year age group
- This campaign started in 2005, key noting adds that include, UMKC is Kansas City's University
- Partnership with Sporting KC allowing more UMKC media in stadium
- Student benefits for enrolling at UMKC
 1. Metro rate for Kansas & Missouri residents
 2. Most affordable University in the region
 3. Scholarship programs
 4. Positive community awareness

Closing staff council filled out index cards to include suggestions on improving enrollment and other interests that would attract future student enrollment.

UMKC Staff Council Elections – Karla Martinez, Chair of Membership
Kevin Sansberry, Chair

- We have 21 staff council members leaving and 8 returning
- We need to get more nominations from all departments
- If you would like to continue serving on Staff Council you can nominate yourself.
- Everyone that offered to help Karla will be asked for more assistance after elections are collected. This will include, tallying elected candidates, sending out nomination letters and determining final selections.

General News & Announcements

- Call for volunteers for the Staff Recognition Breakfast (Jennifer Tufts) and Staff Appreciation lunch (Jessie Baker)
 1. Sending notices on Sign up Genius
- Cindy Ferguson will be sending out notices to all us regarding the morning donuts & granola bar locations on Thursday, May 22, 2014
- Saturday, May 3, 2014 Outreach is looking for 3 more volunteers to work at New House from 9am to 1pm
- Kevin Sansberry went over some of the benefits to the new EAP stress relief program
- Vital meeting in May regarding UM System and total rewards task force with the VP of HR

**NEXT STAFF COUNCIL MEETING IS ON MAY 7th, 2014
ADMIN BUILDING VOLKER CAMPUS-PLAZA ROOM**

Staff Council Meeting Minutes - Wednesday, September 3, 2014

9:00-10:00 a.m. – Administrative Center – Plaza Room



Attendance (17): Selena Albert, Yolanda Branch, Leslie Burgess, Della Damon, Amber Daugherty, Cyndi Ferguson, Vanessa Harper, Jacqueline Hawkins, Kimberly Johnson, Sarah Major, Valorie Moore-Porter, Steve Pankey, Carol Sargent, Alison Troutwine, Marilyn Turbush, Danya Turkmani, Gabrielle Tuttle

Absent (7): Mary Cleveland, Ashley Ismert, Danita Johnson, Lyndsey Magrone, Cathy Slack, Allen “Ken” Simpson, Jessica Trahan

Guests (4): LaShaundra Randolph, Jacqui Rodgers, Kevin Sansberry, Jennifer Tufts

- **Call to Order** – Valorie Moore-Porter
- **Treasurer’s Report** – Della Damon
- **Parking and Traffic** – Steve Pankey
 - Attended a couple of minutes
 - Currently reviewing infractions
- **Faculty Senate** – Jacqueline Hawkins
 - Deans Truman, Suni and Witte will undergo 360 evaluations this year. Faculty Senate would like Staff Council to have a role.
 - Scheduling of finals and commencement. Final exam schedule overlaps with commencement ceremonies. Two options were proposed.
- **Staff Council Scholarship Presentation**
 - Ronnie Blackburn – Recipient
 - LaShaundra Randolph – Recipient
 - Both recipients were in attendance
- **The National Museum of Toys/Miniatures (Presentation) – Cassandra Mundt**
 - Background
 - On UMKC campus since 1982
 - Admission is free to Faculty, Staff and Students
 - Largest toy collection and fine-scale miniatures
 - Name change in January
 - \$9.7 million campaign
 - Upgrade building environment
 - Improve visitor experience
 - Collecting toys through September 30
 - Will reopen early 2015

UMKC Staff Council Bylaw Changes

- Ad Hoc committee to be led by Yolanda Branch and Jacqueline Hawkins
- Purpose is to update current bylaws and create operating procedures to detail the bylaws
- Committee will consist of: Selena Albert, Cyndi Ferguson, Ashley Ismert, Kimberly Johnson, Sarah Major

General News & Announcements

- Vanessa Harper was selected as Vice Chair of Membership
- Sandra Smith, Outreach Committee, is looking for volunteers to sign up for the soup kitchen. Link available on the Staff Council website.

- Outreach committee is also still collecting for school supply drive. Contact Sandra with questions
- Recognition Committee - Staff Awards ceremony will be held in March 2015. Nominations are open until November 1. Five awards will be given.
- Chair, Valorie Moore-Porter, would like Staff Appreciation to focus on healthcare, benefits and education.
- Representative from UM System will present at the October meeting to discuss healthcare coverage.

**NEXT STAFF COUNCIL MEETING IS ON OCTOBER 1, 2014
ADMINISTRATIVE BUILDING - VOLKER CAMPUS - PLAZA ROOM**

Staff Council Meeting Minutes - Wednesday, October 1, 2014

9:00-10:00 a.m. – Administrative Center – Plaza Room



Attendance (17): Selena Albert, Yolanda Branch, Mary Cleveland, Della Damon, Amber Daugherty, Cyndi Ferguson, Jacqueline Hawkins, Ashley Ismert, Kimberly Johnson, Valorie Moore-Porter, Steve Pankey, Ken Simpson, Marilyn Turbush, Danya Turkmani, Gabrielle Tuttle

Absent (7): Leslie Burgess, Vanessa Harper, Danita Johnson, Lyndsey Magrone, Sarah Major, Carol Sargent, Jessica Trahan, Alison Troutwine,

Guests (4): Rhonda Agnew, Dea Marx, Jacqueline Rodgers, Lorelei Sells, Sandra Smith, Liza Urdang

- **Call to Order** – Valorie Moore-Porter
- **UM Systems Health Insurance Annual Enrollment (Presentation)** – Ted Stahl, Sr. HR Specialist
 - Annual enrollment period – October 20 – 31, 2014
 - Employee must select and submit plan or waive coverage.
 - If a plan is not selected, the “default” plan will be chosen for you
 - Wellness Incentive has increased to \$450
 - Includes incentive for being tobacco free
 - Participation targets
 - 100% actively choose a plan or waive coverage
 - 60% participation in the Wellness incentive, called *Educate Yourself*
 - 50% of employees will participate in a Town Hall, department or one-on-one educational session
 - Plan is effective January 1, 2015
 - Wellness incentive changes
 - Tier 1: Educate yourself (\$150) – Take the wellness pledge, complete personal health assessment and get a biometric health screening by August 30, 2015
 - Tier 2: Invest in yourself (\$300) – Take steps towards healthier living; such as getting a flu shot, taking a wellness workshop, walking 1 million steps and more between October 1, 2014 and September 30, 2015
- **Treasurer’s Report** – Della Damon
 - Shared treasurer’s report
 - Reserve funds will be depleted after this year
 - Need to look for ways to expenses over the next year
 - Committees to look at ways to raise funds for Staff Council
- **Parking and Traffic** – Steve Pankey
 - Currently reviewing infractions
 - 5% of infractions are overturned
- **Faculty Senate** – Jacqueline Hawkins
 - Presentation from UM System regarding Healthcare benefits
 - Finals schedule was approved

Staff Council Kasey Kudos Presentation – Liza Urdang

- Dea Marx - \$50 Visa gift card
- Zakia Eastling-Stewart - \$25 UMKC Bookstore

- Committee will consist of: Selena Albert, Cyndi Ferguson, Ashley Ismert, Kimberly Johnson, Sarah Major

General News & Announcements

- Committee Reports
 - Where do we get their updates?
 - Committee Chair reports will be added as a standing agenda item
 - Who decides what information is in the newsletter?
 - The committee chair decides what is in the newsletter
 - Committees discuss in their meetings.
 - Information is due to the Communications committee the 3rd Friday of each month
- February 24, 2015 – Chancellor’s Forum
 - 10:00 – 11:30 a.m. Volker Campus
 - 1:00 – 3:30 p.m. Hospital Hill Campus
- April 22, 2015 – Staff Appreciation day
- May 19, 2015 – Professional Development Conference
- May 20, 2015 – Staff Picnic
- Dr. Susan Wilson, Vice Chancellor for Diversity and Inclusion will present at the next meeting

**NEXT STAFF COUNCIL MEETING IS ON NOVEMBER 5, 2014
UMKC SCHOOL OF MEDICINE – HUMANITIES – RM M4-CO**

Staff Council Meeting Minutes - Wednesday, November 5, 2014

9:00-10:00 a.m. – Administrative Center – Plaza Room



Attendance (19): Selena Albert, Yolanda Branch, Leslie Burgess, Mary Cleveland, Della Damon, Amber Daugherty, Cyndi Ferguson, Vanessa Harper, Jacqueline Hawkins, Danita Johnson, Kimberly Johnson, Tamica Lige, Valorie Moore-Porter, Steve Pankey, Jessica Trahan, Alison Troutwine, Marilyn Turbush, Danya Turkmani, Gabrielle Tuttle

Absent (4): Lyndsey Magrone, Sarah Major, Carol Sargent, Ken Simpson

Guests (5): Amy Brost, Jacqui Rodgers, Sandra Smith, Jennifer Tufts, Deonna White

Call to Order – Valorie Moore-Porter

October Minutes Approval

- Revised minutes approved

Treasurer's Report – Della Damon

- All committee budgets have been approved
- Outreach and Recognition committees have spent some money
- Treasurer's report will be posted on the Staff Council website

Staff Council Kasey Kudos Presentation – Liza Urdang

- Kelsay Rinehart - \$50 Visa gift card
- Jacqui Rodgers - \$25 UMKC Bookstore

Committee Chair Updates

- **Advocacy**
 - Chancellor's Forum will be held on Tuesday, February 4, 2015
 - Next committee meeting is Thursday, November 6, 2014
 - Nice article in the newsletter – Perks for UMKC Employees
- **Communications**
 - Will revisit how newsletter is sent
 - Working on a monthly show – *Between 2 Cubes*
 - Trailer is complete. Spoof on professional shows found on YouTube
 - Valorie Moore-Porter will be the first person to be interviewed
 - Webpage
 - Will update Staff Council seats, Executive Board and Committee members
- **Events**
 - Bake Sale fundraising event
 - In the planning stage
 - Talked with Peter Maxwell in Risk Management
 - Need to label ingredients for allergies
 - Waiting to receive approval
 - Angie Cottrell suggested talking with Jodi Jeffries
 - Purpose of bake sale is to raise funds for the Events committee
 - Anyone interested in contributing, contact Marilyn Turbush
 - Next meeting is Wednesday, November 19
 - Everything will be sold for \$1
 - Advertised on the Staff Council website
- **Outreach**

- Two upcoming events
 - Winter Item drive
 - November 10 – 21, 2014
 - Flyer with details was shared
 - Information on the Staff Council website
 - Service Project
 - Saturday, November 15, 9:45 am – 1:00 pm
 - Morning Glory Ministries
 - November 12 Deadline for sign up
- **Professional Development**
 - Staff Conference will be held on Tuesday, May 19, 2015
 - Theme: iCollaborate: Communicate, Connect, Engage
- **Recognition**
 - Postcards will be distributed after the meeting
 - It is a small way to say thank you to staff

Division of Diversity and Inclusion Presentation – Dr. Susan Wilson

- Dr. Wilson became Vice Chancellor of the division in April
- Danielle Martinez is the executive assistant
- The division will be announcing a new director soon
- Diversity Strategic Plan was launched in April 2014
- Definition of Diversity: Includes all of the ways in which individuals differ in characteristics, experience and multiplicity of human expression.
 - Race, gender, ethnicity, culture, gender, sexual orientation, age, linguistic ability, learning style and socio-economic or veteran status are but parts of a broad diversity that UMKC values
- Motto “Diversity Includes Me”
- If staff has ideas on how the Office of Diversity and Inclusion can support staff, contact Dr. Wilson directly
- Strategic Areas
 - Working with each school to develop and action plan
 - Each Dean is tasked with coming up with actions for each domain
- The Chancellor’s Diversity Council is in the implementation stage of the plan
- Working with HR on a staff climate survey
- Dr. Wilson will send link to Valorie so staff can test their unconscious biases
- Diversity should have a new website in December
- 7th Annual PRIDE lecture was held in October
- Social Justice lecture featuring Rebecca Skloot will be held on November 13
- MLK Lecture – January 26, 2015 – Keynote: Nikki Giovanni
- Caesar Chavez Lecture will be held in April 2015. Have not yet confirmed the keynote speaker or the date
- Reforming the Diversity Advocates.
 - Advocates will consist of faculty, staff and students
 - Name of the group may change
- Chancellor’s Diversity council will work on projects within the diversity plan

Chancellor’s Holiday Tea – Angie Cottrell, Office of Student Involvement

- Looking for staff members to entertain at the Holiday Tea – Instrumental performances
- There has been a challenge getting student performers because the tea is held during finals week
- Will there be certain criteria to meet in order to perform?
 - Entertainment will be approved
- Email Angie Cottrell if interested in participating cottrella@umkc.edu
- Office of Student Involvement is developing a food pantry for UMKC

- The pantry will open after Spring Break
- A survey will be created to get feedback on staffing, hours of operation
- Food will be needed
- Angie will send the survey to Valorie

**NEXT STAFF COUNCIL MEETING IS ON WEDNESDAY, DECEMBER 3, 2014
ADMINISTRATIVE CENTER – VOLKER CAMPUS – PLAZA ROOM**

Staff Council Meeting Minutes - Wednesday, December 3, 2014

9:00-10:00 a.m. – Administrative Center – Plaza Room



Attendance (19): Selena Albert, Yolanda Branch, Mary Cleveland, Della Damon, Amber Daugherty, Cyndi Ferguson, Natalie Gilkison, Rita Hayes, Kimberly Johnson, Tamica Lige, Valorie Moore-Porter, Steve Pankey, Jacqui Rodgers, Carol Sargent, Ken Simpson, Cathy Slack, Jessica Trahan, Marilyn Turbush, Jennifer Tufts, Gabrielle Tuttle, Liza Urdang

Absent (4): Lyndsey Magrone, Sarah Major, Leslie Burgess, Vanessa Harper, Jacqueline Hawkins, Danita Johnson, Alison Troutwine, Danya Turkmani

Guests (?):

Call to Order – Valorie Moore-Porter

November Minutes Approval

- Minutes approved

Treasurer's Report – Della Damon

- All committee budgets have been approved
- Events committee \$328 in profit from bake sale
- Gift cards – reviewing updated policies and procedures
- Treasurer's report will be posted on the Staff Council website

Staff Council Kasey Kudos Presentation – Liza Urdang

- \$50 Visa gift card
- \$25 UMKC Bookstore

Parking & Traffic – no change

Faculty Senate – no change

Committee Chair Updates

- **Advocacy**
 - Welcome New Chair Mary Cleveland
 - Chancellor's Forum will be held on Tuesday, February 24, 2015
 - Nice article in the newsletter January 2015
- **Communications**
 - New format for newsletter
 - Webpage - Will update Staff Council seats, Executive Board and Committee members
- **Events**
 - Bake Sale fundraising event – great success - \$328 in profit
 - Preparing for Staff Appreciation Lunch 2015
- **Outreach**
 - Hope baskets in preparation for distribution
- **Professional Development**
 - Staff Conference will be held on Tuesday, May 19, 2015

- Theme: iCollaborate: Communicate, Connect, Engage
- **Recognition**
 - Gift cards – reviewing updated policies and procedures
 - It is a small way to say thank you to staff

Death by a Thousand Cuts Presentation -

**NEXT STAFF COUNCIL MEETING IS ON WEDNESDAY, JANUARY 14, 2015
ADMINISTRATIVE CENTER – VOLKER CAMPUS – PLAZA ROOM**